



MEMORANDUM

Council Agenda
Item No. IX. AJ
06/20/2023

The City of OKLAHOMA CITY

TO: Mayor and City Council

FROM: Craig Freeman, City Manager

Resolution approving Amendments to Vehicle Parts and Supply Services Contracts for the Fleet Services Division of the General Services Department (R24-C198000A), the Fire Maintenance Division of the Fire Department (R24-C198000B) and the Parks and Recreation Department/Grounds Management Division (R24-C198000C), with Genuine Parts Company dba NAPA Auto Parts; and adopting and incorporating pricing from Sourcewell Purchasing Cooperative contract (CP24-C248025) for fleet and facility related vendor managed inventory and logistics management solutions, estimated cost \$4,000,000, July 1, 2023 through June 30, 2024; and approving performance bond.

Locations:

(R24-C198000A) - General Services/Fleet Services Division 3738 S.W. 15th Street, Building 8; Oklahoma City, OK 73108

(R24-C198000B) - Fire Department/Fire Maintenance Division - 600 N. Portland Avenue, Oklahoma City, OK 73107

(R24-C198000C) - Parks and Recreation Department/Grounds Management Division – 1821 SE 22nd Street, Oklahoma City, OK 73129

Background:

These agreements were originally approved on July 3, 2018 (Item No. VII. E.) for the period ended June 30, 2019. The pricing agreements include four one-year renewal options. The agreements were renewed July 2, 2019 (Item No. VII. I.) for the period ended June 30, 2020. The agreements were renewed June 16, 2020 (Item No. VII. D.) for the period ended June 30, 2021. The agreements were renewed June 22, 2021 (Item No. VII. C.) for the period ending June 30, 2022. The agreements were renewed June 21, 2022 (Item No. IX.B.) for the period ending June 30, 2023.

General Services/Fleet Services Division, the Fire Department/Fire Maintenance Division, and the Parks and Recreation Department/Grounds Management Division have a continuing need to purchase fleet and facility related vendor managed inventory and logistics management solutions which is available through Sourcewell Purchasing Cooperative. The three locations listed below established on-site Genuine Parts Company dba NAPA Auto Parts Integrated Business Solutions (IBS) when the original agreement was approved on July 3, 2018 (Item No. VII. E.), of which the final renewal will expire on June 30, 2023.

Procurement staff reviewed State contracts and other cooperative agreements and found the Sourcewell Purchasing Cooperative contract best met the needs of the City based on the contract pricing terms and contract structure. Genuine Parts Company dba NAPA Auto Parts Integrated Business Solutions (IBS) is a contracted vendor of the Sourcewell Purchasing Cooperative. Adoption of the cooperative would allow the City to maintain its current operations as originally established in 2018 without causing disruption to the daily operations of frontline City Fleets. The contract structure will remain the same as originally awarded with only a 2% price increase over the original award in 2018, as amended through the Sourcewell Cooperative for each City location. Sourcewell Cooperative Purchasing is a public agency available to government entities for the purpose of providing a contracting alliance for nationally bid contracts. The approval of this contract follows the same procedures as used when making purchases through State contracts. The estimated cost for this cooperative agreement is based on previous expenditures for this commodity, there is no obligation to purchase from this agreement.

Approval of the amended agreements and adoption of the Sourcewell Cooperative contract (CP24-C248025) will allow departments to continue purchasing parts and services without interruption and will extend the term through June 30, 2024. New agreements will be presented for City Council approval for the term beginning July 1, 2024.

Vendor:

Genuine Parts Company dba NAPA Auto Parts

Source of Funds:

\$2,500,000 - Fleet Services-Bud-General Services Fleet Services-Fleet Services-Budget-Materials and Supplies and Other Services & Charges (350-35003XX-0455-53000001&52000001) and Various funds and accounts

\$1,000,000 - Fire – Fire Sales Tax – Budget-Fire Department – Fire Other Tools & Equipment – Budget-Other Services and Charges - Budget-Materials & Supplies (030-0150-450XXXX-11551-52000001-53000001)

\$500,000 - Parks and Recreation - General Fund - General Operations – Grounds Maintenance – Repair & Maintenance Parts (001- 0001-5500517-53040013)

Review:

Finance Department

Recommendation: Resolution be adopted and Performance Bond be approved.